

## Draft Agenda - Forest Genetics Council of BC

**9:00 am – 11:30 am, Wednesday, December 11, 2019**

**Conference call:**

1-877-353-9184

Participant Code: 2396379

**Contacts:**

Brian's mobile: 250-888-7081

Don Pigott: 250-668-4635

**Alternate Location:**

Yellow Point Propagation

13735 Quennell Rd, Ladysmith, BC V9G 1G5

<https://goo.gl/maps/1RRKobEB6mUMxSaPA>

### Participants

**Forest Genetics Council of BC:**

Annette van Niejenhuis, Bevin Wigmore, Bob Johnson, Domenico Iannidinardo, Jeff Mycock, Juergen Ehltng, Keith Thomas, Mark Hay, Pat Martin, Bill Laing, and Tony Hopkin.

**Guests:**

Brian Barber (FGC Program Mgr), Don Pigott (Yellow Point Propagation).

### Proceedings

This quarterly general meeting of FGC will be held via conference call. Those attending luncheon for Reid Carter at the Crow and Gate (same day) are welcome to participate in the call at Yellow Point Propagation, hosted by Don Pigott (address above).

### 1. Agenda

There being adequate notice served and a quorum of members present, the Chair may call the meeting to order, welcome participants and guests, confirm regrets and proxies, and review housekeeping, and confirm the agenda.

#	Time	Min		Topic	Presenters
1	9:00	5		Welcome and Agenda	Chair
2	9:05	5		Safety First	All
3	9:10	5	✓	Minutes and Actions from June 14, 2019	Brian
4	9:15	5	✓	Minutes and Actions from Oct 31, 2019	Brian
5	9:20	10		FGC Membership Updates	Pat/Brian
6	9:30	10	✓	FGC Dashboard	Brian
7	9:40	20		Seed Needs Forecast Project and Species Plans	Brian/Pat
8	10:00	10		Extension and Communication	Brian/Annette/Juergen
9	10:10	20	✓	FGC, BC Forest Genetics Society and SelectSeed Governance	Brian
10	10:30	10		SelectSeed Pli Seed Orchard Update	Brian
11	10:40	20		LBIS Business Planning 2020/21 Update	Keith

#	Time	Min	Topic	Presenters
12	11:00	10	Upcoming TAC Meetings	Brian/Pat
13	11:10	10	New Business	Chairs
14	11:20	10	Next meeting – March Business Meeting	Pat
15	11:30	10	In camera session	Chair
16	11:40		Adjourn	
	12:00		<i>Optional: Luncheon for Reid Carter, Crow &amp; Gate</i>	

**Suggested motion:** The Agenda for this meeting is hereby approved.

## 2. Safety First

Members to report on any safety-related initiatives or concerns within the purview of FGC.

Brian will provide a verbal report on SelectSeed’s partners safety programs. Each partner is obligated to abide by all prescribed regulations, including WorkSafe, under the terms of the long-term seed orchard agreements.

Reminder: Safety is to be added as a standing agenda item to upcoming ITAC and CTAC business meetings; and with TAC members’ assistance, recommend a ‘system’ for sharing safety-related information amongst members and seed orchard managers, as per action items of April 2, 2019.

## 3. Minutes and Action items from FGC Meeting Sept 13, 2019.

The draft minutes of the FGC meeting held in Vernon and via conference call on Sept 13, 2019 were circulated for review and edits.

**Suggested Motion:** The minutes of the FGC meeting held Sept 13, 2019 are hereby approved.

### Action Items from Sept 13, 2019:

Person(s)	Actions	Status
Brian	Update FGC on status of SelectSeed’s seed orchard safety-related requirements and programs.	Item #2
Communications subcommittee	Provide update at next meeting.	Item #9
Brian	Set up Doodle Poll to identify time to discuss budget request letter for Chief Forester for the end of October, early November.	Completed
Brian	Follow-up with FIRM re posting OTIP Project Reports	Completed
Brian	Prepare annotated governance description and identify possible amendments to Society Bylaws	Item #10
Brian	Discuss Interior Small Licensee, user rep. with Jennifer Gunter, Exec. Director, Community Forest Assoc	In Progress Item #5
Pat and Kori	Discuss ITAC chair candidates and present recommendations to FGC	In Progress Item #5

Domenico	Follow-up with Jeff re his interest in serving another term.	Completed Item #5
Brian	Issue Doodle Poll for December conference call	Completed

#### 4. Minutes and Action Items from FGC Meeting Oct. 31, 2019.

The draft minutes of the FGC meeting held via conference call on Oct. 31, 2019 are attached.

**Suggested Motion:** The minutes of the FGC meeting held Oct. 31, 2019 are hereby approved.

#### Action Items from Oct 31, 2019:

Person(s)	Actions	Status
Brian	Draft budget request letter to CF, assisted by FIRM, and submit in advance of his meeting with the CF on Nov 25.	Completed Nov 29 Item #11
Keith	Keith to prepare draft budgets in advance of TAC meetings, and review with TAC members at those upcoming meetings.	In Progress
Pat	Check on OTIP Call for Proposals status and eligibility criteria with Darrell Wood	Completed

#### 5. FGC Membership Update

The 3-year terms for Dan Peterson, Ministry Operations Rep, and Kori Vernier, ITAC Chair, ended in November. Both are unable to continue. Pat, Kori and others are seeking their replacements.

Jeff Mycock (Interior Seed User Rep) was reappointed for another 3-year term.

Shane Ford, Ministry Research Rep, was replaced with Keith Thomas, A/Manager, Forest Genetics, FIRM. Juergen has offered to chair the Genetic Conservation TAC (GCTAC).

Brian is in discussion with Jennifer Gunter, Executive Director, BC Community Forest Association, to identify candidates for the Interior Small Tenures Seed User Rep position, to replace Gernot Zemanek.

#### 6. Dashboard

Updated Dashboard provided as a separate attachment. Refer to notes in document for summary of changes since Sept 13. A few related items are included in this agenda.

#### 7. Seed Needs Forecast Project and Species Plans

Since the last meeting, Forsite has prepared a website to describe the project, show the preliminary forecasts, and solicit input on the harvest rates and reforestation assumptions for each TSA and TFL. See <https://arccg.is/DHOPX>.

Brian also provided Diane Nicholls with an overview on Nov. 25. A request was made to encourage participation and support from Resource Practices Branch to capture future seedling needs of government's reforestation programs (e.g. FFT).

On Nov. 20, an open invitation to review and provide input was sent to all SPAR users. A request was also sent to Kori Vernier and Craig Wickland, Co-Chairs, Silviculture Working Group, Interior Operational Issues Forum (OIF), to circulate and prompt responses from District and TSA working groups. They subsequently forwarded the email and discussed with silv. working group members on Dec. 5. Forsite is reaching out separately and directly to TFL foresters. FIAB continues to provide TSA data.

Responses have been slow to date but expect to come in before the requested deadline of Dec 20. Feedback will be incorporated into the model and updated forecasts will be presented at the ITAC meeting scheduled for Jan 22-23.

The intent is to use the revised forecasts and TAC's input to help build new CBST-based species plans.

Are FGC Members or others interested in participating in building new species plans? The last set of species plans based on SPUs were produced in 2017. Are interim species plans required?

## **8. Extension and Communication**

Following FGC's Sept 13 meeting, Annette, Juergen and Brian meet to discuss and start developing a communications plan (in progress).

They identified FGC's primary audiences for extension and communications:

1. BC's Forest Genetics Community of Practice
2. Forest Professionals
3. Forestry and Natural Resource Students, and
4. General Public.

Potential communication priorities, strategies, partnerships, social media and materials (and estimated resources required) for each group will be identified. This will include information and materials that outreach groups (e.g. schools, volunteer organizations) can use to explain forest genetics. In the interim, FGC's website could use a face-lift.

Brian recently completed a search for a new webmaster and graphic design firm to replace Rich Rawling, who retired end of Sept. Brian has contracted Caroda Web Solutions based in Saanich. [www.caorda.com](http://www.caorda.com). This reputable firm has several partners, +20 staff and +200 clients.

Brian, Annette and Juergen will meet again soon, and with the Caroda team in the new year to review proposed changes to the FGC website to improve its look, navigation and security.

## **9. FGC, BC Forest Genetics Society and SelectSeed Governance**

On Sept. 13, FGC reviewed an July 30 email from Lance Robson, the Society's and SelectSeed's lawyer, who identified the following options to streamline the current governance model.

1. Re-constituting FGC in such a way that FGC and BC Forest Genetics Society become the same entity.
2. Re-constituting SelectSeed as a company under a special Act of the Legislature. The Act might provide that the company belongs to the province but that FGC appoints its directors.

3. Dissolving SelectSeed, so that the seed orchards are owned directly by BC Forest Genetics Society.
4. Amend the articles of SelectSeed to provide that FGC appoints its directors.
5. Amend the bylaws of BC Forest Genetics to provide that FGC appoints its directors.

Lance indicated the first 3 options would be difficult to achieve, but latter two would be straightforward.

Brian did not recommend any changes as the organizations' reporting requirements and meeting procedures were recently clarified and improved, and any changes may not result in any significant time savings.

Members reaffirmed the need of a governance description and remain open to modernizing the Society's bylaws (which have not been updated in +20 years) to improve the civility and logic of the FGC/SelectSeed governance model.

Brian was asked to prepare annotated governance description and identify possible amendments to the Society Bylaws for next meeting.

The draft governance document (separate attachment) provides an overview of each organizations' purpose, structure, membership etc. and their relationships. It is hoped this document will serve as a useful guide to new and existing FGC and Society Members and Directors of the Society and SelectSeed. Improvements and questions of clarification are welcome.

Brian's recommendations re governance model, Bylaws and Articles.

- i. No changes recommended to the current governance model to maintain its integrity and to comply with the legal requirements of the *Societies Act* and *Business Corporations Act*. The options identified above would not likely result in a net savings of time and resources. For example, Options 4&5, identified as the easiest to implement, would not eliminate need for SelectSeed and Society to hold their respective AGMs in order to fulfill their legal obligations.
- ii. The Society Bylaws. No specific amendments identified, but the Bylaws in their entirety could be "modernized" to eliminate confusion that may arise from the interpretation of these older set of rules. A BC Societies' Bylaws template could be adopted and modified as necessary to align with the existing governance structure. Brian would work with the Society's lawyer and present a modern set of Bylaws for Members' consideration and adoption through a Special Resolution.
- iii. The FGC Bylaws should be updated to reflect recent organizational changes (e.g. streamlined business model adopted in 2017), and reflect the current expectations and duties of Members and the FGC Program Manager. These "Bylaws" would be more appropriately labelled a "Terms of Reference" as FGC is not a registered Society and serves at the pleasure of the Chief Forester.
- iv. A consolidated version of SelectSeed's Articles is required to reflect the June 14 Resolution that amended Article 14.1(2) – Election of Directors for two-year staggered terms. The company Articles could also be examined for opportunity to "modernize" if a

current template would improve understanding and implementation of rules governing the company.

## **10. SelectSeed Pli Orchard Update**

SelectSeed is currently negotiating the purchase of a property near Quesnel to establish a 5000-ramet Pli seed orchard. Brian will provide a verbal update.

## **11. LBIS Business Planning 2020/21 Update**

On Sept 13 and Oct 31, FGC reviewed a revised business planning process for 2020/21. FGC recommended a letter be sent to the Chief Forester recommending an LBIS budget increase from \$2.5M to \$2.6M.

Brian subsequently prepared and submitted a letter to the Chief Forester on Nov 29 (attached).

Pat and Keith will reaffirm the process and expectations in advance of the TAC meeting. present some proposals to improve FGC business planning, clarify roles, and sync with Ministry's budget planning cycle for 2020/21.

## **12. Upcoming TAC Meetings**

CTAC will hold an Extension meeting – open to all – at Cowichan Lake Research Station (CLRS) on Thurs. Dec 12. The meeting includes technical presentations, research station tour, and acknowledgements to the late Dr. John Russell and the 90<sup>th</sup> anniversary of the CLRS. Contact and registration: Charlie Cartwright.

ITAC is scheduled for Jan 22-23 in or near Vernon. The Extension meeting will be 1.5 days with a business meeting on the afternoon of the second day (same as per last year). Kori Vernier, former ITAC Chair, is helping with the organization until a new ITAC Chair is confirmed.

Over 60 participants are expected at the ITAC meeting. Last years registration fee was \$60 to cover costs – after \$2100 in sponsorship donations from PRT, VSOC, Tolko and SelectSeed. Registration Fees, however, prompt Deputy Minister approval for Ministry attendees. Pat will explain.

GCTAC will likely meet in Victoria on Friday, Feb. 28. The Conservation Status Report has been completed, and a peer-reviewed article and website are in draft. The committee will discuss how best to communicate the report and its importance/relevance.

## **13. New Business**

Topics to be identified at start of meeting.

## **14. Next meeting**

FGC traditionally holds a face-to-face meeting in March to discuss the LBIS budget recommendations and other business. The face-to-face meeting provide opportunity for FGC members to interact, especially new members. However, in consideration of the current financial crisis in the forest sector, the Chairs will

**15. In camera session**

Guests will be asked to leave during this portion of the meeting.

**Suggested Motion:** Move to meeting *in camera* for FGC members only.

**16. Adjourn**

**Suggested Motion:** The meeting is hereby adjourned at (time)